

REPORT

DATE: August 5, 2004

TO: Administration Committee/Regional Council

FROM: Janet Henderson, Acting Lead Regional Planner
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SUBJECT: Fiscal Year 2005-06 Overall Work Program Development Schedule

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve Fiscal Year (FY) 2005-06 Overall Work Program development schedule.

BACKGROUND:

Completion of the Overall Work Program takes a significant amount of time and coordination. To ensure all Caltrans and FHWA deadlines are met, a schedule has been developed to keep the process on track. Distribution of a schedule will also assist the Regional Council, subregions, Caltrans, FHWA and SCAG in knowing what the upcoming requirements are.

FISCAL IMPACT:

There is no fiscal impact.

DOCS#100413v1 RC memo for 05-06 OWP development schedule



Draft

FY 2005-06 Overall Work Program Development Schedule

Task	Agency	Final Completion
Staff drafts schedule for FY 05-06 OWP	SCAG	June 22, 2004
Review draft schedule	Subregions	June 24, 2004
Management approves draft schedule	SCAG	July 13, 2004
Draft schedule finalized for RC mailing	SCAG	July 16, 2004
OWP schedule is approved	RC	August 5, 2004
Priorities material for September RC	SCAG	August 13, 2004
Discuss priorities with subregions	SCAG & Subregions	August 26, 2004
Request for priorities is made to RC	SCAG	September 2, 2004
Proposed priorities are due	RC	September 9, 2004
Priorities are drafted	SCAG	September 13, 2004
Memo for October RC on priorities	SCAG	September 17, 2004
Discuss priorities with subregions	SCAG & Subregions	September 23, 2004
RC approves final priorities	RC	October 7, 2004
Subregional & staff projects requested	SCAG	October 11, 2004
Subregional meetings on projects	SCAG & Subregions	October 18, 2004
Subregional project proposal write-ups due	Subregions	November 12, 2004
Staff project proposal write-ups due	SCAG	November 12, 2004
Project selection completed	SCAG	December 7, 2004
OWP document drafted	SCAG	January 28, 2005
Draft OWP finalized for RC mailing	SCAG	February 11, 2005
Draft OWP printing	SCAG	February 16, 2005
RC mailing	SCAG	February 17, 2005
ICAP to Caltrans	SCAG	February 28, 2005

Draft
FY 2005-06 Overall Work Program Development Schedule

Task	Agency	Final Completion
Draft document sent to Caltrans per Handbook	SCAG	March 1, 2005
Approve release of draft OWP for comment	RC	March 3, 2005
Document released for public comment	SCAG	March 3, 2005
Public comment period closes	SCAG	April 3, 2005
Comments are responded to	SCAG	April 11, 2005
Finalize OWP based on comments	SCAG	April 15, 2005
Print final OWP for RC mailing	SCAG	April 18, 2005
IPG meeting	All	April, 2005
Mail to RC	SCAG	April 21, 2005
Submit final OWP to Caltrans per Handbook	SCAG	May 1, 2005
Approval of final OWP	RC	May 5, 2005
Caltrans submits approval of OWP to FHWA	Caltrans	June 1, 2005
FHWA provides approval to Caltrans	FHWA	June 30, 2005
Caltrans approves OWP	Caltrans	June 30, 2005